

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Special Meeting – Board of Audit

Thursday, February 27, 2025, 8:00 am

On February 27, 2025, the Special Meeting of the Princeton Township Board was called to order by Chairman Gene Stoeckel at 8:00 am. Supervisors attended the meeting in person at Township Hall. The meeting was open to in-person and some Board members may via Facetime, Zoom, or Teams. The Special meeting was called due to no quorum at the February 18, 2025, meeting.

Supervisors present: Gene Stoeckel, Bill Whitcomb, Thomas Duden

Staff present: Clerk-Treasurer Tandra Langfeld

Public attendees: Dave Hagstrom, Nancy Moen

All attendees recited the Pledge of Allegiance.

Mr. Stoeckel convened the Board of Audit 8:00 am

Board of Audit for financial year 2024

Procedure:

Clerk/Treasurer Tandra Langfeld delivered the financial reports from fiscal year 2024 to the Board

- Statement of Receipts, Disbursements and Balances (CTAS schedule 1 report.)
- 2024 Receipts register
- 2024 Disbursements Register.

Each supervisor was asked to choose three items from the receipts register and three items from the disbursements Register. Supervisors, Mr. Stoeckel and Mr. Whitcomb provided their three choices for each. Ms. Langfeld was then required to produce documentation for each item. For receipts: The receipt entry from CTAS showing its source and account allocation, and deposit receipt with a copy of the check verifying its deposit in the Bremer Bank account. For Disbursements: The original claim invoice, the claim form from the CTAS entry showing its account allocation, and verification of the method of payment, whether check, debit or EFT. Members reviewed the documentation and found it all in order. Mr. Duden moved to accept the internal Audit. Second, by Mr. Whitcomb. Motion carried.

Mr. Stoeckel adjourned the Board of Audit at 8:11 am

Mr. Stoeckel Convened the Special meeting 8:11 am

Approve the January 21, 2025 meeting minutes.

Mr. Duden motioned to approve the January 21st meeting. Second by Mr. Whitcomb. Motion carried

Clerk/Treasurers Report

Cash Control Statement. - January 31, 2025

General Fund Beginning Balance	\$89,950.45
Receipts	\$438.51
Disbursements	\$7522.37
Ending Balance	\$82,866.59

Road and Bridge Beginning Balance	\$90,214.76
Receipts	\$0.00
Disbursements	\$6786.63
Ending Balance	\$83,428.13

Total Cash Beginning Balance	\$260,284.13
Receipts	\$438.51
Disbursements	\$14,309.00
Ending Balance	\$246,413.88

January Payroll	\$4,289.79
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January Total claims	\$35,086.99
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During the clerk's report Mr. Whitcomb asked Mr. Stoeckel if this was the time to mention the Silver Lake Sealcoat Escrow for the chip seal. Mr. Stoeckel said yes. Mr. Whitcomb reported when he was pulling all the numbers together for the annual meeting. He noticed there was \$7500.00 in the escrow for chip sealing. Ms. Langfeld questioned when the work was done if that should have been charged to that escrow and would have to check to see what fund it was taken out of.

Mr. Whitcomb motioned to move the Silver Lakes Seal Coat escrow, \$7500.00 to the Road and Bridge Fund. Seconded by Mr. Stoeckel Motion carried

Ms. Langfeld continued with her clerk's report. Ms. Langfeld reported that The Board of Appeals and Equalization was set for Wednesday April 16, 2025.

Mr. Whitcomb interrupted and asked if we could discuss moving the \$25,000.00 plus the interest that was put in the general fund in November when the CD Matured, back into the Road and Bridge Fund. Ms. Langfeld explained that it was put into the General Fund because the Road and Bridge Fund was so far in the negative it was depleting the General Fund and others. Mr. Whitcomb reported that his report for the Annual meeting had that money back in Road and Bridge. Mr. Stoeckel said we needed to make sure in the 2026 Budget that we are beefing up the General Fund because that has been depleted years.

Mr. Duden motioned to move the \$31,824.56 out of the General Fund and back into the Road and Bridge Fund. Second by Mr. Whitcomb. Motion Carried.

Mr. Duden motioned to accept the claims list for approval, January's payroll and the cash control statement as printed. Second by Mr. Whitcomb. Motion carried

Mr. Whitcomb motioned to accept the Mille Lacs Counties date of Wednesday April 16, 2025, for The Board of Appeal and Equalization meeting at 6:00 pm. Second by Mr. Duden. Motion carried.

CD Matured

Mr. Stoeckel moved to put the \$1,071.23 interest earned into the General Fund and Renew the \$100,000.00 on a 3-month certificate renewed at 4%. Second by Mr. Duden. Motion carried.

New Business

Review PowerPoint

Mr. Whitcomb reviewed his PowerPoint presentation for the Annual meeting. There was a discussion about county line road. Mr. Whitcomb wanted to present what the plan was to do with those funds for that project, but the project would not be started until 2026. Mr. Stoeckel said we would just have to bank it, because we are still in arbitration with Wyanett.

Proposed Paved Road, Crack fill location maps, and table

Mr. Duden motioned to send out Quotes. Second by Mr. Stoeckel motion carried

Old Business

Review Proposed budget

Discussion: Mr. Whitcomb reported \$17,000.00 was shifted to the General Fund from what had been proposed from Road and Bridge, but the total Levy amount was not changing.

Mr. Duden motioned to approve the proposed budget. Second by Mr. Whitcomb. Motion Carried.

Select Contractors from The RFQ's

Mr. Duden motioned to award Thomas Lundeen the ditch mowing and brush mowing contract. Second by Mr. Stoeckel. Motion Carried.

Mr. Duden motioned to award Hass Construction Grading, Gravel and any use that we would need with an excavator. Second, by Mr. Whitcomb. Motion carried.

Mr. Stoeckel motioned to Award Central Minnesota dust control the dust control bid. Second by Mr. Whitcomb. Motion Carried.

New Business

Approve Township Election Notice.

Mr. Duden motioned to approve the Township Election Notice. Second by Mr. Whitcomb. Motion carried.

Set Date for Township Cleanup Day and Road Tour

Mr. Duden motioned to approve May 3rd, 2025. 7:30 am to 11:30 am. Second by Mr. Stoeckel. Motion Carried.

Adjourned at 9:20 am Mr. Whitcomb motioned to adjourn. Second by Mr. Stoeckel. Motion carried.

Approved by the Town Board March 25, 2025

Tandra Langfeld
Clerk-Treasurer,



Eugene Stoeckel
Chairman,

